

REGULAR MEETING OF THE JASPER COUNTY BOARD OF COMMISSIONERS
December 2, 2013

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The Jasper County Board of Commissioners met this date at 8:15 A.M. in the Commissioners' Room, Suite 202, of the Jasper County Courthouse located at 115 West Washington Street, Rensselaer, Indiana, with the following members present: Kendell Culp, James A. Walstra and Richard W. Maxwell. Also present was the Auditor of Jasper County, Kimberly K. Grow; Deputy Auditor, Donna J. Horner; Highway Engineer/Supervisor, Jack R. Haberlin and the Attorney who represents the Commissioners, Eric Beaver. Mr. Culp called the meeting to order and those present stood and recited the Pledge of Allegiance led by William Batley, IT.

CLAIMS: Due to several questions regarding the claims submitted under the Coroner, the decision was made to contact Andy Boersma, Coroner, to discuss further. Mr. Maxwell made a motion to approve the claims with the understanding that the check for morgue holding fees submitted by the Coroner will be held for further information. Check #75601 to Penny & Farthing Holdings, LLC in the amount of \$3,500.00 for morgue holding fees previously held from the September meeting will be released. Mr. Walstra seconded and the motion carried.

PAYROLL CLAIM & ALLOWANCE DOCKET: Mr. Walstra made a motion to approve the Payroll Claim & Allowance Docket for the check date equal to November 27, 2013. Mr. Maxwell seconded and the motion carried.

MINUTES: Mr. Maxwell made a motion to approve the Minutes of the Regular Meeting held on November 4, 2013 and the Minutes of the Continued Meeting held on November 18, 2013. Mr. Walstra seconded and the motion carried.

BURIED CABLE: Mr. Maxwell made a motion to approve the following buried cable permit submitted by CenturyLink. Mr. Walstra seconded and the motion carried.

CENTURYLINK:

ACT #13162822 For the purpose of boring under CR 1600 South to place a new buried service wire in Carpenter Township. There is no tile in the area. (Permit No. 683)

ANIMAL SHELTER / REPAIRS: At a previous meeting, Paula Wilcox, Director/Animal Control, requested permission to proceed with some needed repairs at the Animal Shelter. At this point, Ms. Wilcox has only been able to obtain one quote. After review of the submitted quote, the suggestion was made to contact Mike Pruitt, the Handyman, for an additional quote.

ANIMAL CONTROL BOARD / APPOINTMENT: Paula Wilcox, Director/Animal Shelter, introduced Marissha Mathew. Ms. Mathew is interested in becoming a member of the Animal Control Board. As the owner of "The Spaw", Ms. Mathew has had a lot of experience working with animals and she is looking at ways to become more active in the community.

SURVEYOR / REQUEST FOR PART-TIME HELP: Vince Urbano, Surveyor, requested permission to hire a part-time employee to work 20-30 hours per week. Mr. Walstra made a motion to approve the request to hire part-time help. Mr. Maxwell seconded and the motion carried.

SURVEYOR / NEW EQUIPMENT: Vince Urbano, Surveyor, requested permission to purchase the following new equipment:

F-350 4X4 truck	\$ 24,578.00
Warm Season Spray Equipment for Truck and UTV	\$ 4,599.58
Sno-Way Snow Plow with EZ-Switch Wings	<u>\$ 7,063.56</u>
TOTAL	\$ 36,241.54

The 1995 truck that is currently owned by the Surveyor's office will be given to the Highway Department. Mr. Maxwell made a motion to approve the request. Mr. Walstra seconded and the motion carried.

PROSECUTOR / REQUEST FOR TEMPORARY POSITION: Christine Haskell, Prosecuting Attorney, stated that, due to the recent illness of a current employee, she would like to request permission to hire a temporary position with the possibility of it becoming permanent. Mr. Walstra made a motion to approve the request. Mr. Maxwell seconded and the motion carried.

VACATION DAYS / REQUEST TO CARRY OVER: Due to the fact that the office has been short staffed, Christine Haskell, Prosecuting Attorney, requested permission for Denise Powell, Office Manager, to carry over her two (2) remaining vacation days. Mr. Walstra made a motion to approve the extension of the two (2) vacation days for 60 days. Mr. Maxwell seconded and the motion carried.

COUNTY ORDINANCE / LEAF BURNING: Jack Haberlin, Highway Engineer/Supervisor, stated that he would like to remind residents that there is a county ordinance stating that it is illegal to burn on county roads. With the snow season approaching, Mr. Haberlin stated that it is also illegal to park in the county right-of-ways.

SCHNEIDER CORPORATION / AGREEMENT: Speaking on behalf of the GIS team, Alan Shanks, Surveyor's Office, stated that they have come to the conclusion that they have outgrown WTH. After meeting with approximately 2-3 different companies, the GIS team would like to recommend Beacon which is provided by Schneider Corporation. Mr. Shanks stated that he uses the ESRI software (Environmental Systems Research Institute). Andrew Harrison, Schneider Corporation, stated that ESRI is the industry standard. Mr. Schneider explained that Beacon is basically a web portal for public and internal access. Beacon is currently in every county at one level or another. Further discussion took place. Attorney Beaver will review the current contract with WTH. The project fee schedule is as follows:

GIS Parcel Fabric Data Conversion and clean up of existing GIS data to ArcGIS	\$6,200.00
GIS Support – Year 1	\$3,000.00
Beacon Portal Hosting and Maintenance (3 years)	\$9,300.00/year
Permitting Portal Setup and Training	\$3,000.00
Permitting Portal Fixed Fee Setup Support Services	\$2,500.00
Permitting System hosting and maintenance (3 years)	\$5,600.00/year

Mr. Maxwell made a motion to approve the Professional Services Agreement with Schneider Corporation subject to Attorney Beaver's approval. Mr. Walstra seconded and the motion carried.

ESRI / LICENSE: Bill Batley, IT, stated that the standard license that is currently used by Alan Shanks would be transferred to another user. An administrator license would then be purchased for Mr. Shanks. The one-time cost of the new license is \$8,910.00. No decision was made at this time. The quote will be reviewed again at the next Commissioners' meeting.

UPDATE / HEATING & COOLING SYSTEM: Sheriff Risner distributed the last two update reports submitted by EMCOR on the construction phase of the heating and cooling system at the jail facility. In response to a question from Mr. Culp, Sheriff Risner replied that they are anticipating a completion date of January 1.

COURTHOUSE SECURITY / PERMISSION TO REPLACE: Sheriff Risner stated that one of the part-time courthouse security officers has notified him that he will be retiring. Permission was requested to replace this position. Mr. Maxwell made a motion to replace the part-time courthouse security position. Mr. Walstra seconded and the motion carried.

DRUG INTERDICTION UNIT: Sheriff Risner once again requested additional personnel to support a secondary Drug Interdiction Unit for the county while we have the funding to provide the salary and equipment for one year out of the drug fund. Sheriff Risner also reported that ten (10) vehicles have been purchased from the drug fund. Out of the ten (10), three (3) are specialty vehicles. The portable radio systems have recently been upgraded. Some of the radios were over 20 years old and parts were no longer available for repairs. For clarification, Sheriff Risner stated that he would be promoting within for the Drug Interdiction Officer; therefore, he would be hiring a replacement for a current road deputy.

DRUG INTERDICTION UNIT CON'T: Mr. Maxwell expressed his concern with stopping the drugs in Jasper County and he stated that he would like to see the officers used more in Jasper County rather than driving the interstate.

Sheriff Risner replied that there is no doubt that some of their work will be on the interstate; however, 85% - 90% of the Interdiction Officer's efforts are in the county. Mr. Walstra made a motion to approve the hiring of an additional officer. Mr. Maxwell seconded and the motion carried.

INSPECTOR OF WEIGHTS & MEASURES: Mike Harper, Inspector of Weights & Measures for Porter County, was present to give an update. Mr. Culp suggested the possibility of a truck being purchased through the Commissioners' budget and shared between the Inspector and the Highway Department. This would give the Highway Department an extra truck to use to plow snow during the winter months. Mr. Harper stated that most of the equipment has been purchased with the exception of one (1) scale and stickers. Mr. Haberlin asked about the possibility of leasing Porter County's big tanks. Mr. Culp asked if an agreement is needed with Porter County. Mr. Haberlin replied that it would be up to the Commissioners. Mr. Haberlin will research the purchase of a used truck.

ECONOMIC DEVELOPMENT ORGANIZATION / UPDATE: Kevin Kelly, Economic Development Director, reported that a formal announcement has been made that the South Shore Air Show will be moving to Fair Oaks Farms. The tentative date for the air show is July 11-13. Mr. Kelly also reported that they will be having their JCEDO Christmas Open House on Wednesday, December 18 from 4-7 p.m.

BRIDGE PROJECT #230 / CONTRACT COMPLETION: Attorney Beaver distributed contract completion documents for Bridge Project #230. An affidavit and change order was submitted for approval. Attorney Beaver explained that the change order is due to the fact that the project took an additional 139 days to complete. There was no additional cost to the county. Mr. Maxwell made a motion to approve. Mr. Walstra seconded and the motion carried.

DONNELLY PROPERTY: Attorney Beaver gave an update on the proposed real estate transaction regarding the purchase of the property located just south of the courthouse square. The statute requires coordination between the Commissioners and the Council. At the last Council meeting, Attorney Monfort did obtain a unanimous resolution from the Council expressing interest in the purchase of the real estate. Attorney Beaver stated that there are some concerns regarding the prior use of the building. Further discussion took place. An update will be given at the next meeting.

CR 400S / PROPOSED CROSSING WARNING DEVICES: Mr. Haberlin stated that an email was received from CSX railroad stating that they want to place gate crossings at 400S. Mr. Haberlin stated that he believes that this is being done at the request of INDOT. CSX is requesting authorization to place signals on the county right-of-way at this location. Mr. Maxwell made a motion to approve the request subject to Attorney Beaver's approval. Mr. Walstra seconded and the motion carried.

AFTER THE JASPER COUNTY DRAINAGE BOARD MEETING:

EMPLOYEE BONDS: Mr. Maxwell made a motion to approve the employee bonds for Kimberly K. Grow, Auditor of Jasper County; Debra E. Brouwer, Deputy Auditor; Shannon Kellner, Deputy Auditor; Carol Lane, Deputy Auditor; Barbara Robinson, Deputy Auditor; Phyllis Lanoue, Deputy Recorder; Beth Ann Warren, Recorder; Dawn Hoffman, Assessor; Carolyn Dickinson, Deputy Treasurer; Tammy McEwan, Deputy Treasurer; Carla Anderson, Treasurer; Vickie Bozell, Clerk; Terry J. Risner, Sheriff; Patricia DeKock, Court Recorder; and County Coroner & Deputies (9). Mr. Walstra seconded and the motion carried.

SETTLEMENT / RQAW: Mr. Walstra made a motion to counter-offer the RQAW settlement for \$100,000.00. Mr. Maxwell seconded and the motion carried.

JOB DESCRIPTION / PLANNING & DEVELOPMENT: Mr. Walstra made a motion to add Inspector to the job title for Mary Scheurich, Director/Planning & Development. Also included will be the duties that go along with the job title. Mr. Maxwell seconded and the motion carried.

There being no further business, Mr. Maxwell made a motion to adjourn. Mr. Walstra seconded and the motion carried.

JASPER COUNTY BOARD OF COMMISSIONERS:

Kendell Culp, President

James A. Walstra, Vice President

Richard E. Maxwell, Member

ATTEST:

Kimberly K. Grow, Auditor of Jasper County

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